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Security Information

19 June 1952

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MEMORANDUM

FOR : Deputy Director of Training (General)
FROM : Chief, Plans and Policy Staff
SUBJECT : Weekly Activities Report -- Period 13 - 19 June 1952

I. Completed Projects

1. Project 52-28, Commendation Letter for [REDACTED]
Drafted a letter of commendation for M [REDACTED]
for the outstanding security briefing he delivered to
the CIA personnel preparing to depart [REDACTED]
2. Project 52-29, O/TR Reorganization. O/TR reorganization
plan completed. Plan used as basis for modification of
1953 budget and for projection of 1954 budget. Narrative
statements of mission for each component of TR(G)
completed and in process of coordination.
3. Project 52-31, O/TR(G) Brief. The brief of the training
programs and accomplishments of O/TR(G) and its future
plans has been completed for the Director of Training.
4. Project 52-34, 1952 Biennial Inspection of the NACA Ames
Aeronautical Laboratory. Informed the interested offices
of the program to be presented at the NACA Laboratory;
obtained the names of two persons to attend; forwarded
the proper registration form to NACA headquarters required
for participation at the discussions and demonstrations.

II. Projects in Process

1. Project 51-7, Administrative Training Program. Draft Staff
Study being revised prior to coordination.

2. [REDACTED]

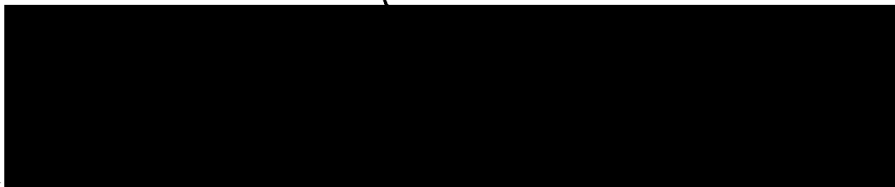
JOB NO. [REDACTED] BOX NO. [REDACTED] FILE NO. [REDACTED] DOC. NO. 22 NO CHANGE
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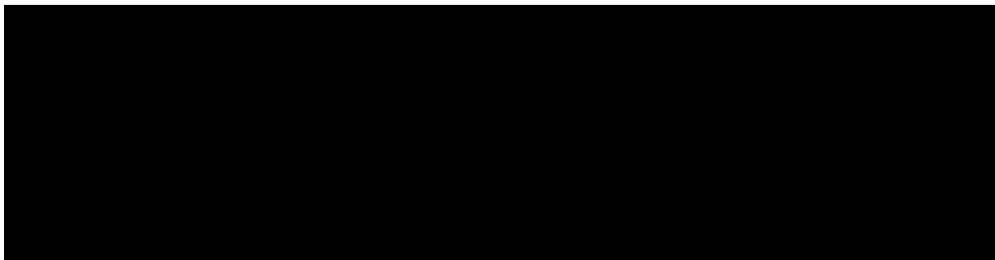
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3. Project 52-3, Office of Training Section of CIA History. A revised draft of O/TR History being prepared in accordance with the recommendations of the DD/TR(G).

4. Project 52-4, A Bill for Training Federal Civilian Officers and Employees. Awaiting draft of revised bill from Legislative Liaison Officer. 25X1A

5.



6. Project 52-18, Staff Study on Training for New Personnel. A summary of action to be taken by OTR pursuant to the Career Service Report has been completed along with an analysis of several points of particular interest to OTR. A draft memorandum on basic training to the Assistant Directors in the Agency has been prepared. This will be used as a basis for discussions with the Head, CIA Intelligence School.

7. Project 52-19, CIA Regulation [REDACTED] Project out of suspense but inactive. 25X1A

8. Project 52-22, Chinese Language Project. Draft of memorandum to Chairman of Project Review Committee completed. It will be coordinated with the Chief, Languages Service Division, and then sent to the Director of Training.

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9. Project 52-27, Official Correspondence. The latest word is that [REDACTED] will reply shortly.
10. Project 52-30, Seminar on International Labor Relations. Completed analysis of material developed on this project and in discussion with D/TR concluded that it is now

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appropriate to retain services of [REDACTED]
[REDACTED] as expert consultant on this
project.

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III. Newly Assigned Projects

1. Project 52-32, Budget for TR(G). Collaborated with Support Staff in preparation of budget. Coordination with Division Chiefs of O/TR.
2. Project 52-33, Space for O/TR Expansion. A proposed expansion plan utilizing Wing D in Alcott Hall has been prepared and presented to the DD/TR(G) as more space is needed for Testing and Evaluation, the Reading Improvement Laboratory, and Clerical Training.

IV. Projects in Suspense

1. Project 51-6, Survey of Non O/TR Training Activities.
2. Project 51-9, A National Intelligence Course.
3. Project 51-10, Intermediate Intelligence Course.
4. Project 51-21, Area and Language Specialists.
5. Project 52-8, National Security Presentations.
6. Project 52-24, Personnel Board for TR(G).

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[REDACTED]
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